

**DEPARTMENT FOR MENTAL HEALTH, DEVELOPMENTAL DISABILITIES AND  
ADDICTION SERVICES  
SCL Screening and Training Requirements**

**Requirements for all newly hired staff and volunteers:**

- Negative TB test completed in the past 12 months and received within 7 days of the date of hire or date of volunteer services;
- A criminal records check from the Kentucky Administrative Office of the Courts (AOC) completed prior to employment;
- A central registry check completed within 30 days of the date of hire; and
- A nurse aide abuse registry check completed prior to employment.

**Training requirements for all staff:**

**Level I:** Shadow another staff or family member/guardian/caregiver (at least 18 years old)

**Level II:** Independent functioning without ability to administer medications.

Must have following training prior to working alone:

- First Aid (excluding licensed or registered nurses)
- CPR
- Crisis Prevention and Management
- Identification and prevention of abuse, neglect, and exploitation
- Rights of persons with disabilities
- Individualized instruction of the needs of the SCL recipient to whom the staff provides support

**Level III:** Independent functioning with ability to administer medication.

Must have the following training prior to working alone:

- Medication administration training per cabinet-approved curriculum
- Medications and seizures
- First Aid (excluding licensed or registered nurses)
- CPR
- Crisis Prevention and Management
- Identification and prevention of abuse, neglect, and exploitation
- Rights of persons with disabilities
- Individualized instruction of the needs of the SCL recipient to whom the staff provides support

**Core training:**

**All employees must complete core training, consistent with a MHDDAS-approved curriculum, no later than 6 months from the date of employment.**

**Training requirements for volunteers:**

- Orientation to the agency
- First Aid (excluding licensed or registered nurses)
- CPR
- Individualized instruction of the needs of the SCL recipient to whom the staff provides support

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**Case Management Training:**

All newly hired case managers must complete the MHDDAS-approved Case Management training within the first 6 months of the date of hire or as soon as possible following the sixth month of hire if the case manager is unable to complete training within the first 6 months due to the unavailability of the training.

**Agency Trainer Qualifications:**

<b>Training</b>	<b>Trainer Qualification</b>
CPR/First Aid	As per current SCL Waiver regulation
Medication Administration	Per CHFS/KY Board of Nursing Agreement
Medication and Seizures	Per CHFS/KY Board of Nursing Agreement
DMR Crisis Prevention and Intervention  <b>AND/OR</b>  Crisis Management	<p><u><i>DMR Crisis Prevention and Intervention</i></u> Attend DMR Crisis Prevention and Intervention Training of Trainers <b>AND</b> have a H.S. Diploma with 2 years ID/DD experience <b>or</b> be qualified as a SCL MRP.</p> <p><u><i>Crisis Management</i></u> Per qualifications of system utilized (MANDT, CPI, SCIP, NVCR, etc.) <i>Note: Crisis Management systems (not Crisis Prevention/De-escalation) to be determined by the agency. Any system teaching restraint should be utilized on an individualized basis, and should be taught as emergency safety procedure and only utilized as a last resort in the event of harm to self or harm to others.</i> <b>*If problems with crisis prevention/management are noted on certification review, completion of DMR Crisis Prevention and Intervention Curriculum may be required .</b></p>
Identification and reporting of abuse, neglect, and exploitation/Abuse Prevention	H.S. Diploma with 2 years ID/DD experience <b>or</b> be qualified as a SCL MRP and completion of KRS 209 Training. Trainers to complete KRS 209 training every 2 years or if new information becomes available.
Rights of Persons with Disabilities	H.S. Diploma with 2 years ID/DD experience <b>or</b> be qualified as a SCL MRP.
DMR Core Training	Attend DMR Core Training TOT  H.S. Diploma with 2 years ID/DD experience <b>or</b> be qualified as a SCL MRP.